



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

MICHAEL P. FLANAGAN  
STATE SUPERINTENDENT

December 13, 2012

**MEMORANDUM**

TO: Local and Intermediate School District Superintendents  
and Public School Academy Directors

FROM: Sally Vaughn, Ph.D. *Sally*  
Deputy Superintendent/Chief Academic Officer

SUBJECT: Due Date for Seat Time Waiver Fall Report

Pursuant to Public Act 200 of 2012, the Michigan Department of Education (MDE) is required to work with districts to provide a report to the Michigan legislature. This is a reminder that the required Seat Time Waiver (STW) report for school districts and public school academies for the fall 2012 semester/first period is due to the MDE by February 4, 2013. As a condition of your STW, you agreed to comply with all evaluation procedures as requested by the MDE. The report form must be completed and submitted at:

<https://docs.google.com/spreadsheet/viewform?fromEmail=true&formkey=dG13emJ5c1lBZVdnN2dFa1NZNkFpMUE6MQ>. The report can also be found at <http://www.techplan.org/seat-time-waivers/>.

Failure to supply the required report may result in the revocation of your STW.

If you have any questions, please send them to [STWapp@michigan.gov](mailto:STWapp@michigan.gov) or call Kellie Flaminio at 517-241-6895.

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